1

Lesson Preparation book

ICT

Prep 1

First Term

2025-2026

Teacher' s Biography

Name: .....

School: .....

The educational administration: .....

Qualification: .....

Teaching Subject: .....

Comprehensive School: .....

The school to which he is delegated: .....

Date of appointment: .....

The job is on the staff: .....

Teacher Code: .....

Mobile Number: .....

Teacher	Supervisor	School Principal
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Daily class schedule

Session Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eightieth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

session Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eightieth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

Teacher Supervisor School Principal

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The Lesson Objectives of Computer

At the end of the first term the student will be able to:

- ✍✍Understanding the concept of green technology and its impact on the environment.
- ✍✍Understand the uses of green technology in our lives.
- ✍✍Explore theconcept of digital transformation .
- ✍✍Realizing the importance of digital transformation in improving work flow efficiency.
- ✍✍Explain the types of operating systems, their functions and roles.
- ✍✍Learn how to install and remove software and peripherals.
- ✍✍Use email correctly.
- ✍✍Explain the concept of cloud computing and learn how to store data and share files.
- ✍✍ UseGoogle Meet proficiently.
- ✍✍Learn the basics of dealing with databases.
- ✍✍Working application for one of the digital project .

Teacher	Supervisor	School Principal
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Specific objectives of the subject of Computer Science and Information and Communication Technology

At the end of the first term the student will be able to:

- **Explain** the concept of green technology
- **Explain** Digital transformation tools.
- **Used** One of the digital services
- **Count** Types of operating systems
- **Make** a difference Between operating system interfaces.
- **Practice** Steps to install and remove a program on the device
- **Deliver** Attached devices such as a printer to the computer.
- **Explain** Steps to download files to the device
- **Explain** Email elements
- **Practice** Steps to create an email.
- **Discusse** Services provided by email
- **Explain** The importance of cloud computing
- **It is concluded** Areas of use of cloud computing.
- **Practice** Upload and share files to the cloud
- **Explain** Big data concept
- **specifie** The difference between creating a table via Word – Excel – Access .
- **Create** Simple spreadsheet on Access
- **Explain** Steps to implement a model in databases
- Perform a query in the database that he has implemented.
- **Explain** Stages of designing his research project
- **Designs** one of the projects he is looking forward to.
- **Expresse** About his research ideas

Teacher	Supervisor	School Principal
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Distribution of computer and information technology content

For 1st.Prep 2025 / 2026 - First Term

MONTH	week	DATE	TOPIC	Assessments and tests
September 2025	1	20 / 9/ 2025	Lesson ١ : Green Technology	بداية الفصل الدراسي الأول
	2	27 / 9/ 2025	Lesson ٢ : Digital Transformation and Its Importance in Our Daily Lives	
October 2025	3	4 / 10/ 2025	Lesson ٣ : Operating Systems	
	4	11 / 10/ 2025	Lesson ٤ : Installing and removing software and digital accessories	
	5	18 / 10/ 2025		
	6	25 / 10/ 2025	Lesson ٥ : Email	فقاً لقرار ١٣٧ يتم عمل: اختبار أسبوعي واختبار شهري ١
November 2025	7	4 / 10/ 2025		
	8	8 / 11/ 2025	Lesson ٦ : Cloud computing	
	9	15 / 11/ 2025	Lesson ٧ : Google Meet and Managing Your Project	
	10	22 / 11/ 2025	Lesson ٨ : Database Design	فقاً لقرار ١٣٧ يتم عمل: اختبار أسبوعي واختبار شهري ٢
	11	29 / 11/ 2025		
December 2025	12	6 / 12/ 2025	Lesson ٩ : Forms and Inquiries	
	13	13 / 12/ 2025		
	14	20 / 12/ 2025	Project + curriculum review	
	15	27 / 12/ 2025		
January 2026	16	3/1/2026	The beginning of the first semester exams	
	17	10 / 1/ 2026		

Teacher ----------

Supervisor ----------

School Principal ----------

Grade	Class	Date	Period	Term	Lesson	Lesson Title
PREP 1				First		

Introduction / ----------

Lesson Objectives /

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	Subject	Educational activities	Formative assessment	Evaluation
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Weekly Assignment	----------						

Teacher's Signature